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July 27, 2017

BPC #17-0295

The Honorable Eric Garcetti
Mayor, City of Los Angeles
City Hall, Room 303
Los Angeles, CA 90012

The Honorable City Council
City of Los Angeles, Room 395
c/o City Clerk's Office

Dear Honorable Members:

RE: RECOMMENDATION OF QUALIFIED VENDOR TO PROVIDE OFFICIAL GARAGE
TOWING AND STORAGE SERVICES, FOR SERVICE AREA 8 (RFP #15-980-006)

At the regular meeting of the Board of Police Commissioners held Tuesday, July 25, 2017, the Board APPROVED the Department's report relative to the above matter.

This matter is being forwarded to you for approval.

Respectfully,

BOARD OF POLICE COMMISSIONERS

A handwritten signature in blue ink, appearing to read "Maria Silva".

MARIA SILVA
Commission Executive Assistant

Attachment

c: Chief of Police

3D

17-0295

INTRADEPARTMENTAL CORRESPONDENCE

July 20, 2017

1.0

TO: Honorable Board of Police Commissioners

FROM: Executive Director, Board of Police Commissioners

**SUBJECT: RECOMMENDATION OF QUALIFIED VENDOR TO PROVIDE
OFFICIAL POLICE GARAGE TOWING AND STORAGE SERVICES
FOR SERVICE AREA 8 (RFP # 15-980-006)**

Recommended Actions

1. That the Board of Police Commissioners REVIEW and APPROVE the selection of Quick Silver Towing, Inc. to serve as the Official Police Garage for Service Area 8.
2. That the Board REQUEST the Mayor and City Council to authorize the President of the Board of Police Commissioners, or his designee, to negotiate and execute an Official Police Garage Towing and Storage agreement for Service Area 8 with Quick Silver Towing, Inc.

Background

On December 6, 2013, the Board approved a master Request for Proposals (RFP) for Official Police Garage (OPG) Towing and Storage services for seventeen service areas [BPC #13-041841]. On February 25, 2014, the City Council authorized the release of the RFPs (C.F.13-1672). In October 2014, the Mayor and Council authorized the President of the Board of Police Commissioners to negotiate and execute a contract for the first of these proposals, the Central Heavy Duty Service Area, (C.F. 13-1672).

On August 1, 2014, the RFP for Standard Duty Towing and Storage Services in Service Area 8 was released (RFP No. 14-980-014). This service area is comprised of the LAPD's West Los Angeles Area. The previous contract for this service area had expired. The proposals were due September 11, 2014.

One proposal was submitted namely, Quick Silver Towing, Inc., the incumbent contractor for Service Area 8. This proposal was considered non-responsive to the requirements of the RFP. Pursuant to Section 38.0 of the RFP, "City's Right to Withdraw the RFP, Reject Proposals, and Waive Informalities," the proposal was rejected and the Board authorized staff to reissue the RFP. Quick Silver Towing was notified by mail of its failure to meet the requirements and informed that they could submit a revised proposal when the Service Area was re-bid.

Duties

The general duties of a standard duty towing OPG include responding on a first-priority basis to requests for regular duty towing services initiated by the LAPD or the City's Department of Transportation. Additional requests for towing may be initiated by police officers of the Port of Los Angeles, the Los Angeles World Airport police, or any City governmental agency representatives authorized to request the removal of vehicles for the purpose of storage and/or investigation. Typical towing situations may include, but are not limited to, the removal of illegally parked standard-duty vehicles and vehicles that are disabled as a result of traffic accidents and may be severely damaged.

"Standard-duty" service is defined as relating to the towing and storage of vehicles weighing 10,000 lbs. or less. The anticipated number of vehicle impounds per month is 586. The recommended storage area is three and one half (3.5) acres. The recommended equipment is three (3) standard-duty flat-bed carriers and three (3) standard-duty trucks.

RFP Release

The RFP (RFP No. 15-980-006) was reissued through a posting on the City's Los Angeles Business Assistance Virtual Network on January 11, 2016. A mandatory pre-proposal conference was held on January 28, 2016. Proposals were due February 29, 2016. It is anticipated that the term of the contract is for five years and is renewable for a five-year period.

Four proposals were submitted for Service Area 8 namely, Quick Silver Towing, Inc., the current provider of towing and storage services in Service Area 8, Jon's Towing Services, Hadley Tow and Rod Robertson Enterprises, Inc. One proposer, Hadley Tow was disqualified for failure to meet an eligibility criteria. Among the three remaining proposers, only Quick Silver Towing, Inc. provides towing services to the City. However, Jon's Towing Service and Rod Robertson Enterprises, Inc. provide towing services to other government or law enforcement agencies.

Staff from the Commission Investigation Division's (CIDs) Enforcement Section inspected the type and the condition of towing equipment, identified electronic dispatch equipment, identified security and video surveillance measures, reviewed inventory and storage procedures, interviewed references and, conducted recorded interviews with key personnel. Locations were previously inspected during the initial RFP cycle.

Evaluation

An Official Police Garage Review Committee comprised of one staff member from the Office of the City Administrative Officer, the City's Department of Transportation, and the Los Angeles

Police Commission, rated the proposals. As prescribed in the RFP, the proposals were rated on Formal Business Plan, Experience, History of Contract Compliance, Customer Service, and Honesty and Integrity.

The Review Committee scored and ranked the three proposals as shown in the table below. Based on a 100-point scale, Quick Silver Towing, Inc. received an average score of 80.7%, Jon's Towing received an average score of 75.3%, and Rod Robertson Enterprises, Inc. received an average score of 74.7%.

OPG Review Committee Ranking of Proposals for Service Area 8

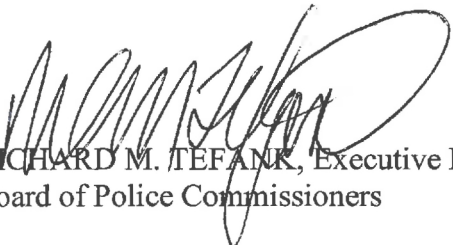
Proposer Name	Rank Order	Average Rating
Quick Silver Towing, Inc.	1	80.7%
Jon's Towing	2	75.3%
Rod Robertson Enterprises, Inc.	3	74.7%

In a letter dated July 12, 2017, the three bidders were notified of the results by mail. As allowed in Section 41.0 of the RFP, the proposers were offered an appeal. There were no appeals received as of the appeals deadline of July 20, 2017.

Recommendation

Based on the Review Committee's analysis of the three proposals submitted it is recommended to the Board of Police Commissioners that Quick Silver Towing, Inc. be awarded the contract to provide towing and storage services for Service Area 8.

Questions regarding this recommendation may be directed to Senior Management Analyst Amelia Sayo, the Police Commission's RFP Program Manager. She can be reached at (213) 236-1442.


RICHARD M. TEFANK, Executive Director
Board of Police Commissioners

BOARD OF
POLICE COMMISSIONERS
Approved 7/27/17
Secretary 